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NOV 1955

MEMORANDUM FOR: Deputy Director (Support)

THROUGH: Chief, Management Staff

SUBJECT: Establishment of the Building Planning Staff

ILLEGIB

1. As you know, the responsibilities for all phases of planning for the new building were originally assigned to the Real Estate and Construction Division, and you approved, on 8 August 1955, the establishment of the Special Projects Staff for that purpose. We have since agreed, and you have approved in principle, that the "Building Planning Staff" should be removed from the Real Estate and Construction Division and established as a separate organizational element reporting directly to the Director of Logistics or, in his absence, to the Deputy Director (Support).

2. In order that the Building Planning Staff can properly fulfill its assigned responsibilities, it is considered desirable that it be formally established as a separate organizational element of the Office of Logistics. It is requested that you approve for publication the attached proposed Agency Notice to accomplish this purpose.

Class. ☐ Declass. ☐
Class. Changed to: TS S C 1988
Next Review Date: _____
Auth: NR 70-3
Date: 15 DEC 1978 By: 015

JAMES A. GARRISON
Director of Logistics

CONCURRENCE:

131

Chief, Management Staff

17 NOV 1955

Date

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